

## Staff Summary Report

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**Council Meeting Date:** 09/26/2002

**Agenda Item Number:** 23

**SUBJECT:** Request to award a sole source purchase for 180 single space meters and 84 double meter adapters for the replacement of existing multi-space meters and new on-street parking along Mill Avenue, to Duncan Industries Parking Control Systems Corporation in the amount of \$77,897.

**DOCUMENT NAME:** 20020926fslg01 Purchases (1004-01) Bid #03-048

**SUPPORTING DOCS:** Yes

**COMMENTS:** N/A

**PREPARED BY:** Lisa Goodman, Procurement Officer, 480-350-8533

**REVIEWED BY:** Ron Gauthier, CPPO, Central Services Administrator, 480-350-8405

**LEGAL REVIEW BY:** Ron Dunham, City Attorney, 480-350-8814

**FISCAL NOTE:** Funds have been appropriated in account 0054

**RECOMMENDATION:** Award sole-source contract to Duncan Industries Parking Control Systems Corporation .

**ADDITIONAL INFO:** In researching possible equipment for the replacement of existing multi-space meters and new installation of on-street parking on Mill Avenue, it has been determined that only one manufacturer, Duncan Industries Parking Control Series Systems Corporation offers the Eagle Model 90 and associated Double Meter Adapter. The Duncan meter and adapter are necessary because they are compatible with the existing single space meters and will meet the primary goal of simplification of parking in Downtown Tempe. These are the same meters ASU currently uses and will allow auditability with the ASU parking meters.

**APPROVED BY:** Lisa Goodman  
Procurement Officer

Glenn Kephart  
Public Works Manager

# Memorandum

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TO: Ron Gauthier, CPPO  
Central Services Manager

FM: Glenn Kephart 09/05/2002  
Name of Department Head (Director/Chief) Date  
Public Works  
Name of Department

## SUBJECT: Sole Source Determination

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As Head of the City Department for which the needed item(s) will be purchased, I have made a determination that only one (1) reasonable and practicable source exists to supply the required material. As such, I am authorizing the City Procurement Office to work with my Department to negotiate an acceptable contract with:

Duncan Industries Parking Control Systems Corp.  
Name of Supplier

Description of Item(s) to be purchased: Duncan Eagle Model 90 Single Space Meter (Mechanism and Housing) and associated Double Meter Adapter (Yoke) part #69116-003

Refer to Requisition No. \_\_\_\_\_, dated \_\_\_\_\_ which has been transmitted to the City Procurement Office to initiate this Sole Source purchase.

My (customer) department contact for this purchase is Chris Wilson at  
Ext. 921-2300.

My Sole Source determination is based upon extensive research conducted by my department as to possible suppliers for this need and a written justification is attached for City Procurement Office records.

As related to this purchase, there are no conflicts of interest, legal, ethical or preference issues which would compromise my (customer) department or this acquisition.

Department Head's Signature Glenn Kephart Date 9/05/02

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City Procurement Ordinance 97.55, Sec. 26A-12 identifies the basis for a sole source procurement as follows:

“A purchase may be made or contract awarded by the procurement office without competition when the using department director determines in writing, after conducting a good faith review of available sources, that there is only one reasonable and practicable source for the required material or service. The using department requesting the sole source procurement shall provide written evidence to support a sole source determination. The procurement officer will participate with the using department in the conduct of negotiations, as appropriate, to price, delivery and terms. The procurement officer may require the submission of cost or pricing data in connection with a purchase or award under this section. Sole source procurement shall be avoided, except when no reasonable alternative sources exist. A record of sole source procurements shall be maintained as a public record.”

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DOWNTOWN TEMPE COMMUNITY, INC.

**MEMORANDUM FOR  
SOLE SOURCE DETERMINATION**

September 5, 2002

TO: Glenn Kephardt

FROM: Chris Wilson/Rod Keeling

RE: On-street single space meters

In researching possible equipment for replacement of existing multi-space meters, and new installation of on-street parking on Mill Avenue, the Downtown Tempe Community has determined that the only source for the appropriate product is the Duncan Industries Parking Control Series Systems Corporation Eagle Model 90 and associated Double Meter Adapter.

The following criteria were made in making this determination.

1. Compatibility with existing single space meters: Currently, the City of Tempe is in partnership with several downtown property owners collectively referred to as the Downtown Tempe Parking Cooperative. Two of these owners, Hayden Ferry Lakeside (Suncor) and Centerpoint (DMB) have selected the Duncan Eagle Model 90 as their single space meter of choice and purchased/installed 75 such meters. In order to meet the primary goal of simplification of parking in downtown Tempe, it follows that the same product should be used by the City of Tempe for its on-street parking to reduce confusion on meter operation, reduce maintenance costs, and to create a universal basis for parts and repairs.
2. Auditability with ASU parking meters: Arizona State University currently uses Duncan Eagle Model 90 single space meters and, as part of their ongoing partnership with the Downtown Tempe Parking Cooperative, has agreed to perform scheduled audits of the single space meters. This audit agreement will only work if identical equipment is utilized by both ASU and the Downtown Tempe Parking Cooperative. The cost for the City of the Cooperative to purchase the necessary audit software is between \$10,000.00 and \$15,000.00 dollars. This is a substantial cost savings to the City and the Cooperative and will further the relationship and compatibility of parking between ASU and the City of Tempe.



660 S. Mill Ave.

Suite 150

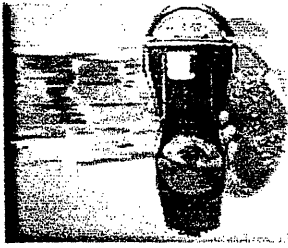
Tempe, Arizona

85281

480-921-2300

480-968-7882 fax

[www.downtowntempe.com](http://www.downtowntempe.com)



## Model 90 Single

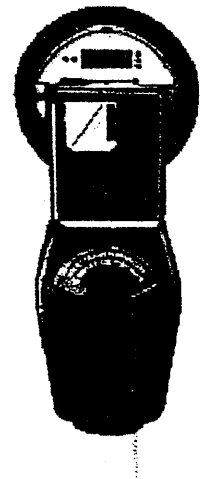


### MODEL 90 SINGLE HOUSING

PARTS LIST

SCHEMATIC

Time-tested technology, superior workmanship, and famous after-sale service make Duncan the world leader in metered parking. Model 90 parking meter housings have long been the industry standard for areas where maximum revenue security is important. The unique all-iron lower housing design and internal locking mechanism combine to make compromise virtually impossible. Model 90 housings feature a larger coin vault to reduce collection frequency.



#### Features

- ⊗ Compatible with all Duncan electronic and mechanical mechanisms.
- ⊗ Zinc alloy upper housing with high-impact, damage-resistant dome.
- ⊗ Easy conversion to ductile iron upper housing.
- ⊗ Contoured ductile iron lower housing with high-security internal locking mechanism for maximum revenue security.
- ⊗ Coin box cradle guide ensures proper replacement and alignment of the coin box to again receive coins before the vault door is relocked.

#### Options

- ⊗ High-security locks.
- ⊗ Sealed coin box.
- ⊗ Variety of colors.

#### Specifications: Upper Housing (Single and Duplex)

- ⊗ Housing has an impact strength equal to or exceeding the rating of zinc alloy

**Zamac #3.**

- ✿ Cap assembly fits onto the mechanism housing portion with a metal-to-metal tongue-and-groove design.
- ✿ Tongue portion on the mechanism housing is 1/8" high and is continuous except for an area not to exceed 2-3/16" where the mechanism extends through the housing. The groove on the cap assembly overlaps the housing tongue portion by 1/8".
- ✿ Cap assembly is hinged to the upper housing to allow for inspection, removal, or replacement of the meter mechanism.
- ✿ Cap-strap can be removed by the removal of four internal screws.
- ✿ Access to the upper housing is gained through separate lock combination and key and does not allow access to the coin compartment of the lower housing.

**Specifications: Dome**

- ✿ Dome lens is a one-piece lens made of high-impact polycarbonate material and sealed into place on the lower portion of the lens.

**Specifications: Lower Housing (Single and Duplex)**

- ✿ Lower housing is a one-piece integral casting constructed of ductile iron.
- ✿ Lower housing has a round door opening machined to a close tolerance to provide a close fit of the vault door.
- ✿ Lower housing door is on the front of the lower housing.
- ✿ Lower housing door is hinged internally to the lower housing.
- ✿ Tolerance between the lower housing door diameter and the lower housing door opening does not exceed .030 inches.
- ✿ The lower housing door, when open, positions the coin box at an approximate 45-degree angle to permit easy removal, collection, and self-aligning replacement.
- ✿ The locked lower housing door is secured to the lower housing by two opposing cam-activated hardened steel bars.
- ✿ Access to the coin compartment is gained through a lock and key combination different from the upper housing.
- ✿ No physical portion of the lock is exposed outside the meter housing.
- ✿ Key entrance is through a deep pick-resistant corridor, through the door to the lock.
- ✿ The key-way corridor is at least 15/32 inches deep from the outside surface of the door's key-way to the face of the lock, and no more than .280 inches in diameter.
- ✿ No more lock face area than .280 inches is exposed at the bottom of the key-way corridor.
- ✿ Lower housing has a minimum of .280 inches nominal wall thickness.

**Specifications: Paint**

- ✿ Meter parts are cleaned through a five-stage iron phosphate system prior to painting.
- ✿ Meter parts are painted using a system that electrostatically applies a polyester TGIC paint powder at a thickness of 2.5 - 3.5 mils.
- ✿ Painted meter parts are oven-cured prior to assembly and shipment.

DUNCAN INDUSTRIES PARKING CONTROL SYSTEMS  
DUNCAN EAGLE MECHANISM  
PARTS PRICE LIST "V" EFFECTIVE JANUARY 1, 2002

REF. NO.	PART NUMBER	DESCRIPTION	UNIT PRICE
V1	7242-1	MECHANISM FRAME (COIN ONLY)	10.00
V1	7242-2	MECHANISM FRAME (COIN AND CASHKEY)	10.00
V2	9067-1	SCREW (2 REQUIRED - MECH FRAME ATTACHMENT)	0.08
V3	8516	CASH KEY RECEPTACLE (OPTIONAL)	22.50
V4	8528	CASHKEY PLUG	0.29
V5	8529	FRAME HOLE PLUG	0.43
V6	8503	COIL HOUSING	5.00
V7	8504	COIL HOUSING COVER	5.00
V8	1903-5	SCREW (3 REQ.-COIL HOUSING ATTACHMENT)	0.06
V9	58507-2	WAKE-UP/DISCRIMINATOR COIL ASSEMBLY	17.09
V13	8519	ANTI-CHEAT BAFFLE	0.15
V14	8501-2	FRONT DISPLAY COVER	6.39
V15	7705	RESET BUTTON	0.43
V16	58510-C1	PRINTED CIRCUIT BOARD ASSY	100.50
V17	8509	BATTERY COVER	0.67
V18	1036-4	SCREW (2 REQ.-PC BOARD ATTACHMENT)	0.05
V19	8502	REAR DISPLAY COVER	5.70
V19	8502-1	REAR DISPLAY COVER (NUMERIC REAR LCD)	7.75
V20	1903-5	SCREW (1 REQ. - DISPLAY ASSEMBLY)	0.06
V21	9043-8	SCREW (2 REQ. -DISPLAY ASSEMBLY)	0.10
V22	7206-101	COIN SLOT	1.50
V23	32600-100	PRINTED LABEL ON PLATE	2.50
V23	2600-110	PRINTED LABEL	1.00
V24	7514-XXXX	TIME LIMIT DECAL	0.50
V25	7712	9 VOLT ALKALINE BATTERY	2.10

\* MINIMUM PURCHASE OF 25 PIECES.

\*\* PART NUMBERS SHOWN ARE FOR STANDARD USA OPERATION.

\*\*\* PART NUMBER VARIES DEPENDING ON TIME LIMIT/RATE.

\*\*\*\* PART SHOWN IS FOR STANDARD U.S.A. BOARD WITH SOLID RED VIOLATION DISPLAY.

MINIMUM ORDER: \$100.00

ALL PRICES ARE FOB:

DUNCAN INDUSTRIES  
340 INDUSTRIAL PARK ROAD  
P. O. BOX 849  
HARRISON, ARKANSAS 72601

TELEPHONE 870-741-5481

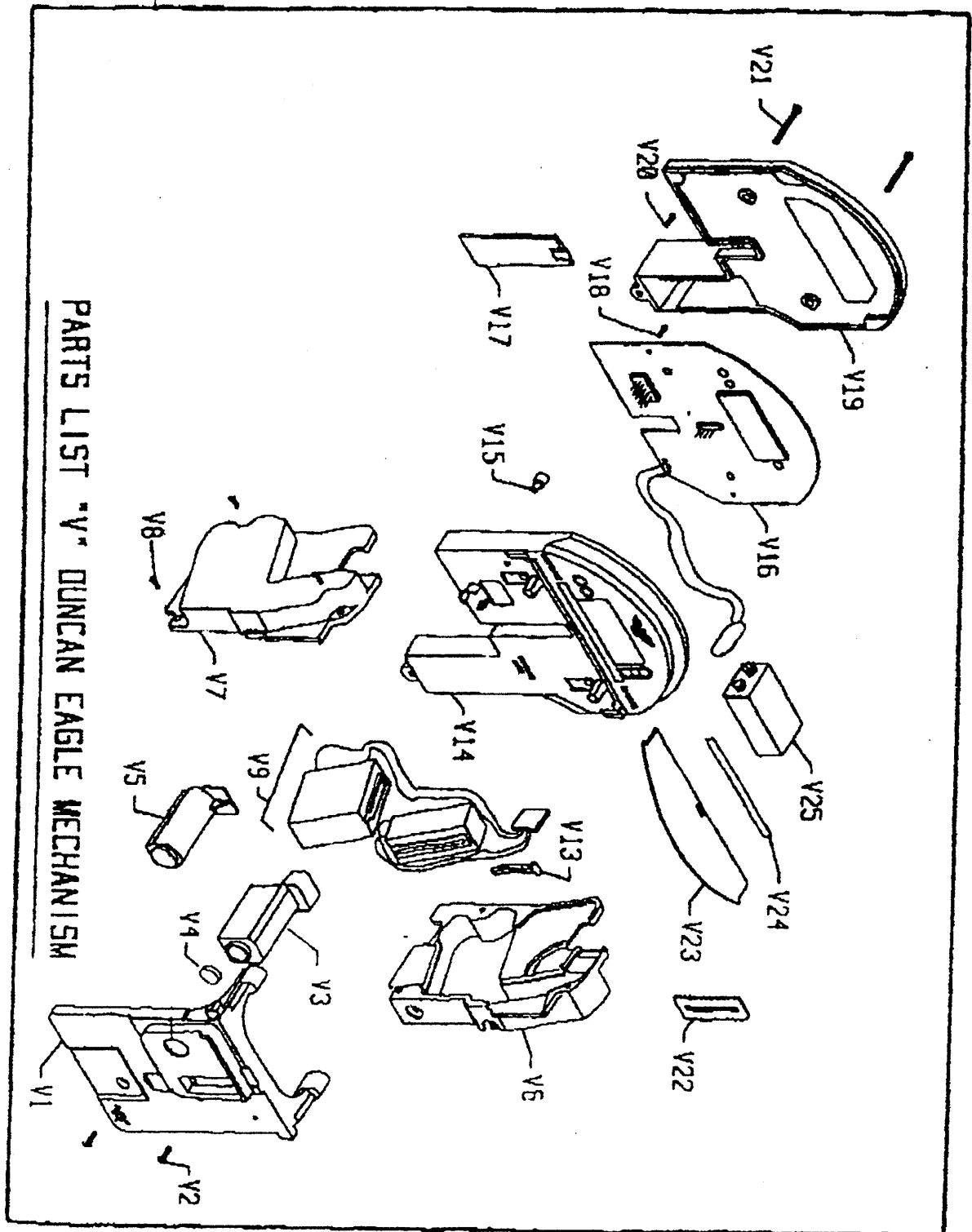
800-338-6225

FAX 870-741-6806

870-741-2868

EMAIL [duncan@duncanindustries.com](mailto:duncan@duncanindustries.com)

~~John Deere~~  
~~Here in new sheet.~~  
Donna



PARTS LIST "V" DUNCAN EAGLE MECHANISM



**DUNCAN INDUSTRIES PARKING CONTROL SYSTEMS  
MODEL 90 SINGLE PARKING METER HOUSING  
PARTS PRICE LIST "P" EFFECTIVE JANUARY 1, 2002**

<u>REF NO.</u>	<u>PART NUMBER</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>
P1	62032-1	** HOUSING CAP ASSEMBLY STD. DOME replacement parts include:	21.00
P2		2043-1 **CAP STRAP	6.00
P3		8125 DOME	2.14
P7		2034-1 STRAP SCREW (4 REQUIRED)	0.06
P5	66032	**HOUSING CAP SUBASSEMBLY replacement parts include:	15.25
P6		2033 HINGE PIN	0.91
P4		2395 DOME GASKET	0.93
P1	62032-2	** HOUSING CAP ASSEMBLY - WITH ANTI-GLARE DOME includes: (OTHER PARTS SAME AS 62032-1)	21.00
P3		2041-4 ANTI-GLARE DOME	2.43
P8	62199-1	** MECH. HSG. - SUB. ASSEMBLY replacement parts include:	38.50
P9		6082-1 **MECHANISM HOUSING	25.00
P10		2012 LOCKING LINK (RIGHT)	1.24
P11		2013 LOCKING LINK (LEFT)	1.33
P12		9211 SHOULDER WASHER (2 REQUIRED)	0.06
P13		2019 SCREW (2 REQUIRED)	0.07
P14	2010	LOCKING LINK BAR	0.58
P15	2021	RETURN SPRING (2 REQUIRED)	0.33
P16	2009	HOUSING LOCK CAM	0.28
P17	2011	BACK LOCKING LINK	1.47
P18	2054-H	HOUSING LOCK ASSEMBLY (SPECIFY COMBINATION) replacement parts include:	8.50
P19		2016 LOCK NUT	0.08
P20		1927 JAMB NUT	0.14
P21		2394-Z LOCK BARREL	0.76
P22		63325 DE LOCK ASSEMBLY S.W. (SPECIFY COMBINATION)	7.55
P23	62056-2	** KEY WITH HOLDER (BRASS) (SPECIFY COMBINATION)	14.00
P24	9040-1	** ML 90 SGL. LWR. HOUSING	73.00
P25	3331-3	SOCKET HEAD CAP SCREW (4 REQUIRED FOR UPPER HOUSING ASSEMBLY)	0.10
P26	3382	COIN GUIDE	0.26
P27	9043-1	SCREW 8 - 32 X 1. PHS	0.07
P28	1705	SERIAL NUMBER PLATE (SPECIFY NUMBER)	0.72
P29	1918	DRIVE SCREW (2 REQUIRED FOR SERIAL PLATE; 5 REQUIRED FOR INSTRUCTION PLATE)	0.06
P30	63035	FASTENER ASSEMBLY replacement parts include:	8.00
P31		3048 EXPANDER BOLT	0.85
P32		9003 FASTENER WASHER	0.57
P33		3005 EXPANDER NUT	3.00
P34		H715-1 EXPANDER JAW (3 REQUIRED)	0.50
P35		H717-2 EXPANDER BAND	0.66
P57	1348	CONTAINER - 90- 95 OPEN	12.50
P36	69208	LARGE SEALED COIN BOX (SPECIFY COMBINATION)	18.50
P37	2302-2	STEEL COIN BOX KEY(SW) (SPECIFY COMBINATION)	16.50
P36	69208-2	LARGE SEALED COIN BOX - ILL. (L SERIES - SPECIFY COMBINATION)	21.70
P37	2302	COIN BOX KEY (SPECIFY COMBINATION)	5.50

**DUNCAN INDUSTRIES PARKING CONTROL SYSTEMS  
MODEL 90 SINGLE PARKING METER HOUSING  
PARTS PRICE LIST "P" EFFECTIVE JANUARY 1, 2002**

REF NO.	PART NUMBER	DESCRIPTION	UNIT PRICE
P38	73378-226	VIP DOOR ASSEMBLY/DE - SW	39.92
		replacement parts include:	
P39	73345-10	**VIP DOOR SUB - ASSEMBLY WITH	14.98
P40	3308	RUBBER BUMPER	0.57
P41	3331-2	SCREW, 10-32 X 1/2 SCHS (5 REQUIRED)	0.10
P42	3331	LOCK PLUG SHIFTER	0.20
P43	3317-Z1	LOCK BARREL	3.30
P44	63325	DE LOCK ASSEMBLY S.W. (SPECIFY COMBINATION)	7.56
P45	3378	LOCK RETAINER	0.30
P46	73377	DOOR LINK & BRACKET ASSEMBLY	6.77
P47	73341	LOCK BOLT ASSEMBLY (2 REQUIRED)	1.13
P48	3326-1	LOCK BOLT RETAINER BRACKET	0.59
P49	3302	LOCK CAM	0.28
P50	3329	LOCK WASHER	0.08
P51	2016	LOCK NUT	0.08
P52	3349	INSTRUCTION PLATE	1.02
P53	73373	COIN BOX RETAINER ASSEMBLY	5.01
P54	73371-1	HSG BRACKET ASSEMBLY (LEFT)	2.98
P55	73371-2	HSG BRACKET ASSEMBLY (RIGHT)	2.55
P41	3331-2	SCREW, 10-32 X 1/2 SCHS (4 REQUIRED)	0.10
P56	62058-4	VIP KEY WITH HOLDER (SPECIFY COMBINATION)	14.00
<b>FOR METERS MANUFACTURED WITH DUNCAN CHANGE LOCK:</b>			
	74444	CHANGE LOCK & CAM ASSEMBLY (SPECIFY COMBINATION)	30.00
		replacement parts include:	
	74435-2	CHANGE LOCK PLUG ASSEMBLY (SPECIFY COMBINATION)	30.00
	3302-1	CAM	0.32
	4444	NUT	0.10
	74451-1	KEY ASSEMBLY - STEEL	29.25
	T 74452-1	RESET TOOL KEY ASSEMBLY (X) - STEEL	30.00
	T 74453-1	RESET TOOL KEY ASSEMBLY (Y) - STEEL	30.00
	T 74452-2	RESET TOOL KEY ASSEMBLY (Z) - STEEL	30.00
	4451	STEEL CHANGE LOCK KEY	12.09
	4452-1	RESET KEY BLADE (X) - STEEL	16.64
	4453	RESET KEY BLADE (Y) - STEEL	15.64
	4452-2	RESET KEY BLADE (Z) - STEEL	15.64
	74451-C	CHANGE LOCK KEY W/ HOLDER	13.66
	T 74452-1C	RESET TOOL KEY ASSEMBLY (X) - BRASS	18.70
	T 74453-C	RESET TOOL KEY ASSEMBLY (Y) - BRASS	18.70
	T 74452-2C	RESET TOOL KEY ASSEMBLY (Z) - BRASS	18.70
<b>FOR METERS MANUFACTURED WITH LORI LOCK (SPECIFY COMBINATION):</b>			
	89110	LORI LOCK ASSEMBLY	18.75
	9111	LORI KEY	6.00
<b>RECOMMENDED TOOLS:</b>			
	ST3366-T1	ALLEN KEY W/ HANDLE	7.79
	ST3379-T1	WRENCH LOCK RETAINER	2.48

\* MINIMUM PURCHASE OF 25 PIECES.

\*\* ALL SPECIAL COLORS OTHER THAN THE STANDARD COLORS OF GUNMETAL, ALUMINUM AND GUNMETAL WRINKLE CARRY A \$100.00 SET-UP FEE FOR ORDERS LESS THAN 100 PIECES. SPECIFY COLOR WHEN ORDERING.

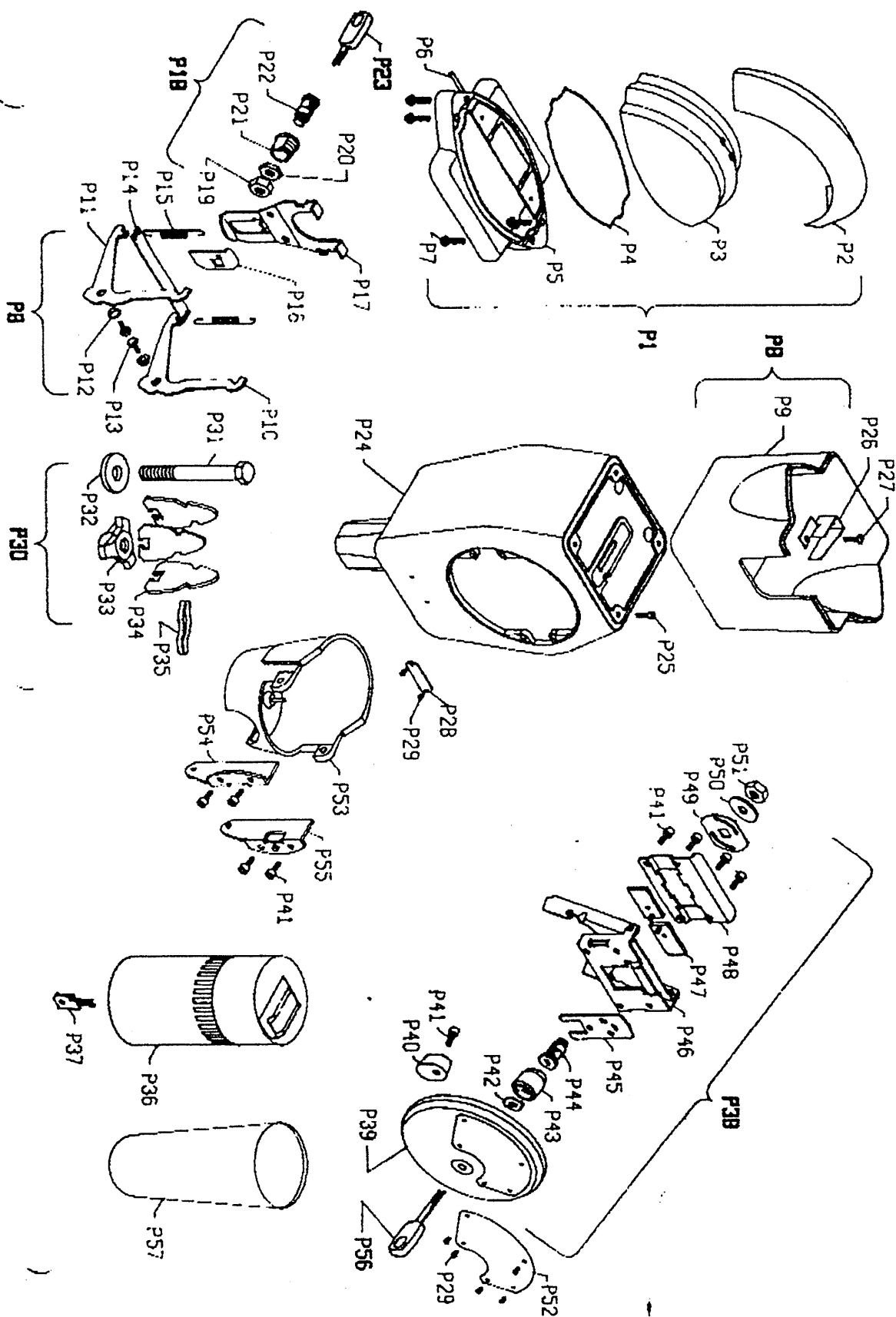
MINIMUM ORDER: \$100.00

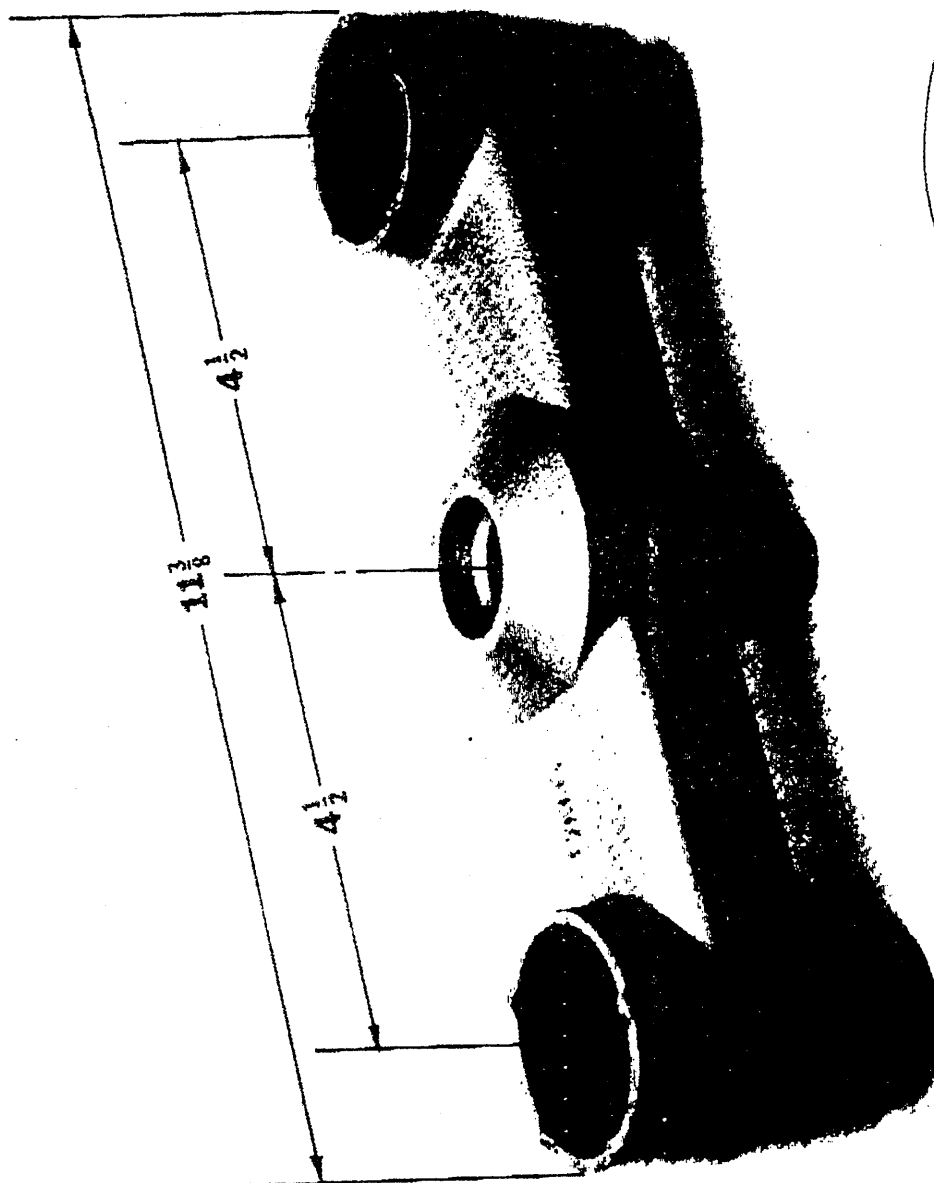
ALL PRICES ARE FOB:

DUNCAN INDUSTRIES  
340 INDUSTRIAL PARK ROAD  
P. O. BOX 849  
HARRISON, ARKANSAS 72601

TELEPHONE 870-741-5481  
800-338-6226  
FAX 870-741-6806  
870-741-2868  
EMAIL duncan@duncanindustries.com

PARTS LIST 'P' MODEL '90' SINGLE PARKING METER HOUSING





**\$33.80**  
*ea*

9116-B Double Meter Adapter (Yoke)  
Material — Ductile Iron  
Weight (without mounting hardware) 8 lbs.

69116-003

**duncan industries**  
DIVISION OF DONAR CORPORATION

September 5, 2002

**PURCHASE REQUEST**

Vendor: Duncan Industries Parking Control Systems Corp.  
ATTN: Donna Geldmacher  
340 Industrial Park Road  
Harrison, AR 72601  
(800)624-7287  
(818)956-0578 (FAX)

<b>QTY</b>	<b>Description</b>	<b>Price</b>	<b>Extended</b>
180	Duncan Eagle Model 90 housings/mechanisms	\$384.00	\$69,120.00
84	Double Meter Yoke adapters part #69116-003	\$ 35.00	\$ 2,940.00